

**REGULAR BOARD MEETING OF THE TOWN BOARD
OF THE TOWN OF NEW HARTFORD, NEW YORK,
HELD AT TOWN HALL
8635 CLINTON STREET, NEW HARTFORD, NY ON
WEDNESDAY, NOVEMBER 3 2021 @ 6:00 P.M.**

Town Supervisor Miscione called the meeting to order at 6:00 P.M. and led those in attendance in the Pledge of Allegiance to the American Flag. The roll was then taken with the following Town Officials and Department Heads being present during the progress of the meeting.

TOWN BOARD MEMBERS PRESENT:

Councilman James J. Messa
Councilman Richard M. Lenart
Councilman David M. Reynolds
Councilman Richard Woodland
Supervisor Paul A. Miscione

OTHER TOWN OFFICIALS/EMPLOYEES PRESENT:

Town Attorney Herbert Cully
Assistant Director of Personnel Barbara Schwenzfeier
Highway Superintendent Richard Sherman
Highway Chris Moran
Police Chief Michael Inserra
Town Clerk Cheryl Jassak-Huther

ABSENT: Deputy Town Supervisor Anthony J. Trevisani

Thereafter a quorum was declared present for the transaction of business.

I. MATTERS SUBMITTED BY TOWN SUPERVISOR

- A. Started off congratulating everyone in the elections (winners):
 - 1. Highway Superintendent Richard Sherman
 - 2. Town Clerk Cheryl Jassak-Huther
 - 3. Ward Councilman James Messa
 - 4. Ward Councilman David Reynolds
 - 5. Supervisor Paul Miscione
 - 6. Also thanked Heather Mowat – Planning Board Chairman for being here tonight

- B. Discussed Budget – lowered raising substantially, moving it over to have administrative help for the Board and the Supervisors Office; Changes:
 - 1. Councilmen – decreased to \$12,000 per person
 - 2. Town Supervisor – decreased to \$32,000
 - 3. Added \$18,000 to Supervisor Secretary budget to add another part-time person – summer hours/summer program (A1220.13 page 3)
 - 4. Added \$12,000 to Accounting Department (A1315.14 page 3) – part-time help to help with day-to-day accounting, prep work and bills
 - 5. Added \$10,000 to the Codes – part-time secretary (BB8010.19 page 13)

- 6. Police Officers – two new police officers will be added for the 2022 Budget (full-time) for neighborhood patrol/safety/call volume
- 7. Senior Center – few years ago, \$13,000 was put in for kitchen equipment, to purchase additional equipment when the building was built (page 7) – 2019 year the total expenses for employment was less than currently budgeted – if need be, if contracts and programs continue, we will be able to use funds that we can transfer over from fund balance – the equipment was a one-time thing and that is what was taken out
- 8. Still under the 2% tax cap – by \$73,000 – total increase in the budget is \$62,000 overall – mostly going towards pensions and health care funds; everyone will get their tax cap check back at the end of the year, the numbers are way under the tax cap; added administrative people that we need to serve our residents
- 9. Positions are all part-time/no benefits

Councilman Lenart introduced the following Resolution for adoption and seconded by Councilman Woodland.

(RESOLUTION NO. 403 OF 2021)

RESOLVED, the Town of New Hartford Town Board does hereby approve the Town of New Hartford Adopted Annual Budget for the year ending December 31, 2022.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolution was unanimously carried and duly *ADOPTED*.

II. BOARD MINUTES FOR APPROVAL

A. October 20, 2021

Councilman Reynolds introduced the following Resolution for adoption and seconded by Councilman Messa.

(RESOLUTION NO. 404 OF 2021)

RESOLVED, the Town of New Hartford Town Board does hereby approve board meeting minutes for October 20, 2021.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye

Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolution was unanimously carried and duly *ADOPTED*.

B. October 27, 2021

Councilman Reynolds introduced the following Resolution for adoption and seconded by Councilman Messa.

(RESOLUTION NO. 405 OF 2021)

RESOLVED, the Town of New Hartford Town Board does hereby approve board meeting minutes for October 27, 2021.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolution was unanimously carried and duly *ADOPTED*.

III. PRESENTATION AND COMMENTS

- A. Resident Rosemary Hall – 6 Robin Road – stop signs – Tilton, Old Orchard, West Minister, Lower Woods Road North – concerned as to why so many stop signs, feels unnecessary – Town Clerk Cheryl Jassak-Huther will send Ms. Hall the minutes from the Public Hearing for Ms. Hall to read – then will talk with others and may formally request in writing to discuss a Public Hearing in the future.
- B. Senior Center Representative - Marge Anweiler – handed out a plan for the enter to evertor – detailed copy – have been and will be doing – have a meeting schedule tomorrow (Thursday, 11/4/21) with Supervisor Miscione and Councilman Reynolds – happy that is going to happen – and hope things will get resolved and things will go on; Councilman Reynolds – appreciate the plan and give us opportunity to review it and go forward – meals started this past week, saw 60 people here on Monday, 40 of which had meals for first day back; Supervisor Miscione – after meeting on Thursday – will bring that meeting to the Board at the next meeting and decide which direction to go and thank you for volunteering and its great how things are going.

IV. REPORTS OF TOWN DEPARTMENTS

- A. Town Clerk
 - 1. Raffle Consent (hardship) Ziyara Shriners; Town Attorney Herbert Cully – the Ziyara Shriners have requested permission from the Town of New Hartford to sell raffle tickets at the Sangertown Square Mall from Nov. 20 -28, 2021, drawing on the 28th. They have done this previously

and they have a consent form they have provided to us from the State Gaming Commission indicating that they have no objection.

Councilman Woodland introduced the following Resolution for adoption and seconded by Councilman Reynolds.

(RESOLUTION NO. 406 OF 2021)

RESOLVED, the Town of New Hartford Town Board does hereby approve to allow Ziyara Shriners to conduct their raffle in the Town of New Hartford at Sangertown Square Mall from November 20 – 28th and the drawing take place on November 28 2021.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolution was unanimously carried and duly *ADOPTED*.

2. Adirondack Bank Agreement for Collection of Taxes

Councilman Messa introduced the following Resolution for adoption and seconded by Councilman Reynolds.

(RESOLUTION NO. 407 OF 2021)

RESOLVED, the Town of New Hartford Town Board does hereby approve to allow Supervisor Miscione to sign the 2022 Adirondack Bank Agreement for Collection of Taxes.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolution was unanimously carried and duly *ADOPTED*.

B. Highway Superintendent Richard Sherman – just an update – have six (6) plows put together and ready to go; tanker put together leaf machines are out daily

V. MATTERS SUBMITTED BY COUNCILMEN

A. Councilman Messa

- 1. 11 Center Terrace – unoccupied home, request codes to secure structure, door is open to the home, appears to be abandoned; Town Attorney Herbert Cully – will check with Assessor who the property owner is, see if there is a mortgage on it – will follow up on it

VI. MATTERS SUBMITTED BY TOWN SUPERVISOR

- A. Upgrade of postal machine in the Town Clerk’s Office – it is cheaper to upgrade now sealer doesn’t work; Assistant Director of Personnel Barbara Schwenzfeier – Ed and Ed (company) called and our contract is not up until Aug. 2022 – we can get the unit now and come Aug. and we resign it, they will give us the current rate, which is lower than what we are paying now for the older machine – the sealer doesn’t work, the envelopes jam; Town Attorney Herbert Cully – will review the contract before we go ahead and sign – Town Clerk Cheryl Jassak-Huther will get the contract from Ed and Ed for Herb to review
- B. Cathedral Corporation – contract for the postage part of the tax bills

Councilman Lenart introduced the following Resolution for adoption and seconded by Councilman Reynolds.

(RESOLUTION NO. 408 OF 2021)

RESOLVED, the Town of New Hartford Town Board does hereby approve to allow Supervisor Miscione to sign the NCOA Processing Acknowledgement Form for the United States Postal Service for Cathedral Corporation to mail the tax bills.

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Abstain
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye
Supervisor Miscione	-	Aye

The Resolution was unanimously carried and duly *ADOPTED*.

Councilman Lenart introduced the following Resolution for adoption and seconded by Councilman Messa.

(RESOLUTION NO. 409 OF 2021)

RESOLVED, the Town of New Hartford Town Board does hereby approve to enter in to Executive Session for personnel issue (7:10pm).

The Town Board voted upon roll call, resulting as follows:

Councilman Messa	-	Aye
Councilman Lenart	-	Aye
Councilman Reynolds	-	Aye
Councilman Woodland	-	Aye

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Supervisor Miscione - Aye

The Resolution was unanimously carried and duly *ADOPTED*.

Councilman Reynolds introduced the following Resolution for adoption and seconded by Councilman Lenart.

(RESOLUTION NO. 410 OF 2021)

RESOLVED, the Town of New Hartford Town Board does hereby approve to come out of Executive Session (7:40pm).

The Town Board voted upon roll call, resulting as follows:

Councilman Messa - Aye
Councilman Lenart - Aye
Councilman Reynolds - Aye
Councilman Woodland - Aye
Supervisor Miscione - Aye

The Resolution was unanimously carried and duly *ADOPTED*.

ADJOURNMENT:

There being no further business to come before the Town Board, upon motion of Councilman Woodland and second by Councilman Messa the meeting was adjourned at 7:42 p.m.

(RESOLUTION NO. 411 OF 2021)

RESOLVED that the New Hartford Town Board does hereby accept and approve as submitted the approval to adjourn.

Upon roll call, the Board members voted as follows:

Councilman Messa - Aye
Councilman Lenart - Aye
Councilman Reynolds - Aye
Councilman Woodland - Aye
Supervisor Miscione - Aye

The Resolution was declared unanimously carried and duly *ADOPTED*

Respectfully submitted,

Cheryl A. Jassak-Huther
Town Clerk
11/5/2021